Approved For Release [redacted]-CIA-RDP78-03568A000300140014-8

OFFICE OR STAFF: DEPUTY DIRECTOR/ADMINISTRATION
PERSONNEL OFFICE

OFFICE CODE | REQUEST DATE | APPROVAL DATE: 15 September 1952 | CONTROL NO.: 253

Page 1 of 2 Pages

DELETIONS			ADDITIONS			NET CHANGE	ORGANIZATION CODE
ORGANIZATION AND POSITION TITLE	SERIES & GRADE	~~POSITION NO.~~ SLOT NO.	ORGANIZATION AND POSITION TITLE	SERIES & GRADE	POSITION NO.	NEW BR. & DIV. TOTALS	(Machine Records)
DDA							
ADMINISTRATIVE STAFF (S)							
SPECIAL CONTRACTING UNIT			PERSONNEL OFFICE OFFICE OF PERSONNEL DIRECTOR SPECIAL CONTRACTING AND ALLOWANCE STAFF				
Contracting Officer	GS-1102 14	32	Contract Specialist	GS-1102 14	Q 24		
Contracting Officer	GS-1102 13	33	Contract Specialist	GS-1102 13	Q 25		
Contracting Officer	GS-1102 12	34	Contract Specialist	GS-1102 12	Q 26		
Clerk Stenography	GS-301 5	35	Secretary (Steno)	GS-318 5	Q 27		
Clerk Stenographer	GS-312 4	36	Clerk-Stenographer	GS-312 4	Q 28		
			(Place on T/O immediately preceding Career Development Staff positions Q 7, etc.)				

JOB NO. ____ BOX NO. ____ FLD NO. ____ OCC NO. 21 NO CHANGE
IN CLASS/ DECLASS/X CLASS CHANGED TO: TS S C RET. JUST.
NEXT REV DATE ____ REV DATE 5/12/54 REVIEWER 3246 TYPE DOC.
NO. PGS. ____ CREATION DATE ____ ORG COMP 31 OFF 32 OBG CLASS C
REV CLASS S REV COORD. ____ AUTH: HR 70-3

CIA Notice 119-52, dated 22 September 1952

This 30-25 effects the transfer of five positions and ceiling of five from Administrative Staff (S) to the Personnel Office.

NEW OFFICE TOTALS

APPROVAL

The T/O changes listed above are hereby approved. Please make changes on office records as necessary. Retain this authority until new machine printed T/O page(s) is received.

Security Information

[redacted]

Chief, Classification & Wage
TITLE

25X1A9a

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FORM NO. 30-25
SEP 1952

T/O CHANGE AUTHORIZATION

(4-3